

**BY ORDER OF THE COMMANDER
DYESS AIR FORCE BASE**



**DYESS AIR FORCE BASE
Supplement**

22 SEPTEMBER 2015

Security

MOTOR VEHICLE TRAFFIC SUPERVISION

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

ACCESSIBILITY: Dyess publications and forms are available on the Air Force e-Publishing website at <http://www.e-publishing.af.mil> for download.

RELEASABILITY: There are no releasability restrictions on this publication

OPR: 7 SFS/S5

Certified by: 7 SFS/CC
(Major Sarah S. Babbitt)

Pages: 20

This instruction implements Air Force Policy Directive (AFPD) 31-2, *Law Enforcement*. It assigns responsibilities and establishes procedures for motor vehicle traffic supervision on Air Force installations in the continental United States (CONUS) and overseas (OCONUS) areas. Compliance with this supplement is mandatory and applies to all military and civilian Air Force (AF) personnel, members of the Air Force Reserve and Air National Guard, and other individuals or organizations as required by binding agreement or obligation with the Department of the Air Force. In addition, this supplement applies to any and all personnel driving on Dyess Air Force Base. This includes, but is not limited to, granting, suspending or revoking the privilege to operate a privately owned vehicle (POV); registration of POVs; administration of vehicle registration and driver performance records; driver improvement programs; police traffic supervision; and off-installation traffic activities. Ensure that all records created as a result of processes prescribed in this publication are maintained IAW Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF IMT 847, *Recommendation for Change of Publication*; route AF IMT 847s from the field through the appropriate functional chain of command.

1.	Introduction	3
2.	Driving Privileges	3
3.	Motor Vehicle Requirements	6
4.	Traffic Supervision	7
5.	Driving Records and Traffic Point System	9
Table 5.1.	Suspension of base driving privileges for up to a period of 6 months.	10
Table 5.2.	Revocation of base driving privileges for up to a 2 year period	10
6.	Impounding Privately Owned Vehicles	11
7.	Operating/Safety Procedures	11
Attachment 1—GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION		17
Attachment 2—TRAFFIC REFERENCE POINTS		19

1. Introduction

1.1. Program Management. This supplement implements policy, assigns responsibility, and establishes procedures for motor vehicle traffic supervision on Dyess Air Force Base (Dyess AFB).

1.2. Responsibilities. The 7th Mission Support Group Commander (7 MSG/CC) will establish a base vehicle code and prescribe vehicle registration requirements. This supplement fulfills that requirement. In addition to the policies described in this supplement, the laws of the state of Texas apply, unless otherwise modified. The term vehicle means any motor driven or propelled vehicle required to be registered in accordance with Texas state law.

1.3. Delegation of Authority. The 7th Bomb Wing Commander (7 BW/CC) designated the 7 MSG/CC and 7th Mission Support Group Deputy Commander (7 MSG/CD) as the OPR with oversight of the local installation traffic supervision program. The 7 BW/CC has appointed the 7 MSG/CC and the 7 MSG/CD as Military Magistrate over all searches on the installation.

2. Driving Privileges

2.1. Requirements for Driving Privileges. Driving a government-owned vehicle (GOV), POV or contractor vehicle on Dyess AFB is a privilege granted by the 7 MSG/CC. Personnel accepting the privilege must comply with the Dyess AFB vehicle code and Texas state laws and registration requirements.

2.2. Implied Consent to Vehicle Impoundment. Any person accepting the privilege of operating a POV or contractor vehicle on Dyess AFB is deemed to have given their consent for the removal and temporary impoundment of the POV when it is parked illegally for unreasonable periods, interferes with operations during increased force protection conditions (FPCONs) or random anti-terrorism measures (RAMs), creates a safety hazard, is abandoned, is left unattended in a restricted or controlled area or the owner or their designee cannot be contacted to move the vehicle as required. Such persons further agree to reimburse the authorized agent or US government for the cost of towing and storage, should their POV be removed or impounded.

2.2.1. The 7th Security Forces Squadron Commander (7 SFS/CC) will determine the existence of unreasonable periods of parking and the abandoned vehicle conditions described above. 7 MSG/CC designated the parking lot located at the southeast corner of Ave C and 2nd Street and the parking lot located at the southwest corner of Avenue B and 2nd Street as the temporary duty (TDY) parking areas. Registered vehicles parked at this location will not be towed during the duration of a military member's TDY unless operational conditions warrant.

2.3. Suspension or Revocation of Driving Privileges. The privilege of driving a POV on Dyess AFB is subject to both administrative suspension and revocation for cause by the 7 MSG/CC. Suspensions and revocations are based on the commission of serious moving traffic violations and/or assessment of points for moving/non-moving violations.

2.3.1. Personnel who transferred from other Air Force installations whose driving privileges were suspended or revoked will be notified in writing to 7 Security Forces Reports and Analysis Section (7 SFS/S5R) that they will remain under suspension or revocation for at least the original specified period. Revocation or suspension should also continue for the specified period for personnel in a TDY status to another installation. Individuals who have had limited driving privileges granted by the 7 MSG/CC must have a copy of the granting memorandum immediately available when operating a motor vehicle on base.

2.4. Suspension. Suspension of driving privileges will occur automatically when a driver commits a serious moving traffic violation or achieves a deduction of 12 driving points within 12 months, or 18 driving points within 24 months.

2.5. Revocation. The 7 MSG/CC will immediately revoke driving privileges for a period of not less than one year for violations outlined in AFI 31-218, Sections 2-4.b.*Revocation* (3).

2.6. The 7 MSG/CC will enforce the established blood/breath alcohol concentration limit established by the state of Texas, which is 0.08% Blood Alcohol Content (BAC) or 0.08% Breath Alcohol Content (BrAC).

2.6.1. Texas law states for the purpose of alcohol, any individual under the age of 21 is considered a juvenile. It further states any trace of alcohol in a minor's system is considered DWI. For persons under 21, whether driving or not, if convicted of either "minor in possession" or other "underage drinking" charges, their base driving privileges may be suspended by the 7 MSG/CC for up to six months.

2.6.2. Persons accepting installation driving privileges are deemed to have given their consent to evidentiary testing. Tests will be given for, but not limited to, alcohol or other drug content, of their blood, and/or urine if lawfully stopped, apprehended or cited for any offense allegedly committed while driving or in actual physical control of a motor vehicle while suspected of being under the influence of intoxicants.

2.6.3. The point of contact for coordination with off-base agencies for receiving, processing and securing of traffic and related incident reports received from other investigative agencies is 7 SFS/S5R.

2.7. Driving While Intoxicated (DWI). Suspension/revocation is mandatory for military personnel and their family members, civilian employees, and others who are detained and/or apprehended for driving while intoxicated, or who refuse to submit to or complete a blood/breath test for alcohol, drugs or inhalants (military members only), regardless of the geographic location of the incident. When a field sobriety test is failed or refused, the subject will be asked to submit to a portable breath test (PBT), if available, to determine their current alcohol content. If the PBT results in a breath alcohol concentration of .05% and higher, Security Forces will ask for consent to a chemical test in accordance with the Implied Consent Warning. Upon failure of a breath test, or refusal to consent to a chemical test, a conference call with the on-call 7th Bomb Wing Staff Judge Advocate (7 BW/SJA), Security Forces and the Military Magistrate will be conducted through the 7th Bomb Wing Command Post (7 BW/CP) for search authorization of blood. Breath test failure is defined by physical inability to provide adequate breath, or attempting to defeat the test by providing inadequate breath, both of which will result in a failed test. Suspension or revocation will become

effective immediately after the incident for which the suspension or revocation was imposed. This does not preclude actions at the scene to prevent an intoxicated person from operating a motor vehicle. Driving privileges will remain suspended pending a determination of a hearing as prescribed in paragraph 2.9.2. and in conjunction with a review of the evidence by the 7 MSG/CC.

2.7.1. DWI local jurisdiction is .08%. Operating a motor vehicle while impaired is defined as .05% to .079% BAC. The Standardized Field Sobriety Test (SFST), PBT and other Security Forces observations are considered competent evidence.

2.8. Requirements for Restoring Driving Privileges. Before driving privileges are restored, the individual will complete the following if required:

2.8.1. Course V of the Driver Improvement and Rehabilitation Course or the National Safety Council Defensive Driving Course, if required to attend by order of unit commander. Commanders/First Sergeants will request the course via letter or e-mail through the 7th Bomb Wing/Ground Safety Office (7 BW/SEG). 7 BW/SEG will confirm the course date and time in a reply. The 7 SFS does not track course completion; unit commanders must monitor compliance.

2.8.2. Base driving privileges are automatically reinstated the day following termination of the revocation period.

2.9. GOV Privileges. Same as paragraph 2.6., except that when GOV privileges are suspended/revoked due to substance abuse, privileges may be reinstated by the 7 MSG/CC prior to the person completing their rehabilitation. Each case must be carefully evaluated and must determine that reinstatement is in the best interest of the individual and the unit mission. The unit vehicle control officer must be notified of all suspensions/revocations and reinstatements using the Security Forces Management Information System (SFMS) program.

2.9.1. The 7 BW/SJA is the 7 BW/CC's designee for evidence reviews.

2.9.2. GOV/POV driving reinstatement request. The subject may submit a request in writing to the 7 MSG/CC, coordinated through the 7 BW/SJA to request a hearing to vacate a suspension/revocation. The hearing will be held within 14 calendar days of 7 MSG/CC receipt of the request. Notice will be given to the individual stating the hearing time, date, place and alerting the individual of the opportunity to present witnesses and evidence. Reference AFI 31-218 Section 2-9. The individual and his/her First Sergeant will report to 7 MSG/CC as scheduled. The results of the hearing will be forwarded from the 7 MSG/CC to the affected unit and the 7 SFS/SSR section in writing.

2.9.3. Individuals whose on-base driving privileges have been suspended or revoked may request limited or restricted driving privileges, in writing, from the 7 MSG/CC at any time. Individuals whose driving privileges have been revoked as a result of driving without a valid license or with a state-suspended license may not request limited privileges until the individual's state driver's license is reinstated.

2.9.4. Limited privileges may be granted on the following grounds: Mission requirements, unusual personal or family hardship, when, without fault of the accused, there is a delay of more than 90 days from the date of the offense and the disposition of

an intoxicated driving charge, or need for medical treatment. The route and places where the individual is requesting to drive will be specifically indicated in the letter. No deviation is allowed, except under unusual circumstances, reference AFI 31-218 section 2-10.D. If approved by the 7 MSG/CC, the unit commander or equivalent who requested the limited driving privileges will monitor those privileges. The 7 MSG/CC will notify the 7 SFS/S5R in writing of the decision for limited driving privileges.

2.10. Limited Driving Privileges. Procedures for requesting limited driving privileges are as follows:

2.10.1. Submit a written request for limited privileges.

2.10.2. Obtain first endorsement from the unit commander or equivalent recommending approval.

2.10.3. Send the letter to the 7 MSG/CC for approval/disapproval. If approved, a copy of the letter must be carried with the individual at all times while operating a motor vehicle on base and provided upon request of SF personnel. Submit an informational copy of the approved limited driving privileges letter to the 7th Logistic Readiness Squadron Transportation Vehicle Operations (7 LRS/LGRVO) for reinstatement of GOV driving privileges. The SFMIS program will be updated accordingly.

2.11. The revocation period is increased by two years for individuals driving on base while under any type of suspension or revocation, local, state or federal.

3. Motor Vehicle Requirements

3.1. Vehicle Registration. Register motor vehicles according to the state law the vehicle is registered in.

3.2. All-Terrain Vehicles (ATV). ATVs, off-road vehicles, go-carts and golf carts are prohibited on Dyess AFB roadways. Exceptions are permitted for roads/grounds use, landscaping purposes, official functions or for authorized uses.

3.3. Vehicle Registration Procedures. Personnel must show valid credentials authorizing their access to the base. License plate or plates will be affixed as directed by the issuing state. Additionally, you must also have proof of state registration and proof of liability insurance or self-insurance, as prescribed by state law. Proof of insurance may be presented in either paper or electronic form stating all pertinent policy information. Vehicles with foreign license plates are required to register their vehicle within 30 calendar days.

3.3.1. DoD and military personnel operating rental vehicles will not normally require a vehicle pass. The rental agreement and operator's credentials are sufficient identification for most circumstances.

3.3.2. Handicapped personnel are required to have approved credentials (Handicapped license plates or marker hanging in the rear view mirror) in order to park in designated parking spots.

3.3.3. The AF Form 75 (SFMIS generated) is a method to control and identify personnel and vehicles on a temporary basis. For guidance see AFMAN 31-113, paragraph 2.7, and all subparagraphs inclusive.

3.3.4. Display the vehicle portion of the AF Form 75 in the lower left part of the windshield so it is clearly visible from the outside. Discard the AF Form 75 at the end of the visit. Motorcyclists must present the form upon demand by SF.

3.3.5. Contractors must be sponsored or be specifically authorized by the installation commander or designee. Defense Biometric Identification System (DBIDS) badges that have "non-driver" on the back of the remarks section of the badge indicate that the contractor cannot drive on the installation.

3.3.6. Base contractors with an AF Form 75 or Dyess AFB issued DBIDS badge will only use the Tye Gate for entering the installation. **Exception:** When Tye Gate is closed all contractors will utilize Arnold Gate.

3.4. While operating a motor vehicle, the vehicle driver is required to possess a valid driver's license issued from a state or U.S. Territory, or possess a state expired driver's license where a military extension is granted. International driver's license are valid for one year or until expiration. Drivers are required to obtain a valid state driver's license after this period.

3.5. While operating a motor vehicle, the vehicle driver must possess valid proof of insurance for the motor vehicle they are operating. On Dyess AFB, a paper copy or electronic proof of vehicle insurance via cellular phone, iPad, or other electronic devices is authorized.

4. Traffic Supervision

4.1. Reference Dyess AFB Traffic Engineering Study dated 17 June 1996, the 7 BW Snow and Ice Removal Plan, and the 7 BW Big Country Appreciation Day (Air Show) Plan for further guidance.

4.2. Drivers of special-purpose construction or hauling equipment are exempt from safety belt requirements when not equipped with Roll-over Protection Structures (ROPS). Tractors are not, as a category, exempt from safety belt installation or use. Tractors with ROPS are required to have seat belts installed. All tractors manufactured after 1973 must have rollover protection.

4.3. All persons attempting to enter the installation in a motor vehicle will be denied entry if any vehicle occupant is not properly using the appropriate restraint devices (i.e., safety belts or child restraints), except as provided for above. The driver/passenger of the vehicle will also be issued a DD Form 1408 if they are in violation of the installation restraint device laws. All occupants of a vehicle must possess a valid form of identification, unless the occupants are under 12 years of age.

4.4. Off-Road Vehicle Usage. Only operate vehicles off road for mobility/contingency purposes. There are no authorized off-road recreational vehicle paths on base.

4.5. Reporting Vehicle Accidents. Detailed investigations must be completed on the AF Form 1315, *Accident Report*, for accidents resulting in personal injury, fatality, disabling damage to the vehicle or damage to vehicles and/or property exceeding \$10,000 and an AF Form 3545, *Incident Report*, must be completed.

4.5.1. Vehicle operators may be required to prepare written statements for documentation. In all vehicle accidents on base resulting in government property damage, alert photo will be contacted to respond and photograph the damage for visual

documentation. SF will complete an AF Form 3545, *Incident Report*. Accidents involving government property damage or military personnel off base who are deemed at fault/cited/arrested will report the accident to the Base Defense Operations Center (BDOC) to have an AF Form 3545 completed. Minor vehicle accidents will result in a blotter entry being completed. If the personnel involved are deemed at fault by the responding SF patrolman an AF Form 1408 will be issued.

4.6. Parking Defined: Parking is the standing of a vehicle, whether occupied or not, other than temporarily for the purpose of, and while actually engaged in, loading/unloading merchandise or passengers.

4.6.1. Parking is prohibited along any curb within the base proper (excluding military family housing and designated curbside parking spaces) except for emergency response vehicles and government (staff) vehicles operated by the 7 BW/CC, 7 BW/CV or group commanders.

4.6.2. Towing of vehicles is authorized when the vehicle poses a safety hazard or impedes the flow of traffic or other situations (i.e., antiterrorism/security reasons, double parking, blocking fire hydrants, fire lanes and any vehicle that meets the abandoned vehicle policy). Vehicle operators will ensure stalled vehicles are highly visible and removed as far as possible from the roadway.

4.6.3. During increased FPCONs, the 7 MSG/CC may waive all or some of paragraph 4.6.1. of this supplement in the interests of public safety and due to the lack of approved parking spaces.

4.6.4. Parking on unpaved areas is prohibited except in construction areas, during open houses, special events, alerts, exercises, recalls, or sporting events when normal parking capacity is exceeded. Parking in unpaved areas when parking lot capacity is under design is approved. 7 MSG/CC may waive all or some of the requirements of this paragraph due to lack of approved parking spaces.

4.6.5. Only emergency response vehicles are authorized to park rear first in diagonally marked parking spaces.

4.6.6. Park vehicles within the white lines so as not to occupy more than one parking slot.

4.6.7. Parking within 25 feet of an intersection or parking lot entrance/exit is prohibited.

4.6.8. Parking on Arnold Blvd is prohibited except for emergency repairs. Disabled vehicles must be immediately removed if the vehicle presents a hazard.

4.6.9. Parking in areas not specifically designated by two parallel white lines (excluding housing) is prohibited unless first approved by the 7 MSG/CC or higher authority.

4.6.10. Parking adjacent to the curb in front of facilities not marked as parking or striped as parking is prohibited.

4.6.11. Parking against the flow of traffic is prohibited. **Note:** Emergency vehicles are allowed to park against the flow of traffic during response situations.

4.6.12. Parking is prohibited in the military family housing area on the sides of streets where fire hydrants are located, on Texas Drive, along curbs in cul-de-sacs in Hunter's

Mesa and on the side street leading to the Delaware Gate. Parking is allowed on the west side of the street or in authorized parking areas of Washington Loop. Parking is allowed on the north side of the street or in authorized parking areas of Virginia Street. Parking is authorized on both sides of the street and cul-de-sacs in Lone Star Trails. Parking is authorized on both sides of the street on New Mexico and Louisiana.

4.6.13. Parking within 15 feet of a fire hydrant is prohibited.

4.6.14. Parking on sidewalks is prohibited. In base housing, vehicles parked in driveways will not obstruct sidewalk paths.

4.6.15. Oversized vehicles (where size restricts the normal flow of traffic) are prohibited from parking overnight in any housing area except in driveways. Exceptions to this restriction must be submitted in writing for approval/disapproval by 7 MSG/CC prior to the proposed overnight parking.

4.6.16. No overnight parking allowed in the airpark, base recreation area, cantonment area or picnic area.

4.6.17. All parking at the Visitor Control Center (VCC) is for one hour only. **Exception:** On duty VCC personnel are allowed to park in the parking lot for the duration of their tour of duty.

4.6.18. Three or more parking violations in a 12-month period may result in a suspension of driving privileges.

4.7. Reserved Parking: To request reserved parking spaces, an AF Form 332, *Base Civil Engineer Work Request*, will be signed by the requester and coordinated through 7 SFS/S3 and the 7th Civil Engineer Squadron Work Order Review Board (7 CES/WORB). The 7 MSG/CC delegated the 7 CES/WORB as the final approval authority for reserved parking spaces on Dyess AFB. The 7 CES (Civil Engineer Squadron) is responsible for providing reserved parking signs or stencils. The 7 CES is the only organization authorized to install, remove or fabricate reserved parking signs.

5. Driving Records and Traffic Point System

5.1. Driving Records. Accident information will be added into the accident tab in SFMIS and the detailed blotter entry will be put in the narrative.

Table 5.1. Suspension of base driving privileges for up to a period of 6 months.

Violation 1. Operating of a vehicle while impaired with a blood/breath/urine alcohol content of 0.05%-0.079%. Evidence of impairment is required as the basis for this type of suspension.
Violation 2. Operating a motor vehicle with no driver's license issued from a state or an expired driver's license with no military extension granted.
Violation 3. Parking inside the force protection barriers during increased FPCONs and RAMs.
Violation 4. Suspension of a period of not less than 30 days but not greater than 6 months is mandatory for the following offenses: 1. Second noncompliance with restraint or safety device requirements within 12 consecutive months 2. Second noncompliance with motorcycle driving privilege requirement

Table 5.2. Revocation of base driving privileges for up to a 2 year period

Violation 5. Two-year revocation is mandatory on determination of the facts by installation commander for an individual receiving a second revocation of driving privileges within a 5-year period.
Violation 6. One-year revocation is mandatory on determination of the installation commander for the offense of driving or permitting the operation of an uninsured vehicle.
NOTE: Combined revocation actions will run consecutively within Dyess AFB.

5.2. Traffic Point System: The Dyess AFB traffic point system provides a uniform administrative device to impartially judge driving performance of personnel operating a motor vehicle. This system is not a disciplinary measure or a substitute for punitive action. Further, this system is not intended to interfere in any way with the reasonable exercise of an installation commander's prerogative to issue, suspend, revoke, deny or reinstate installation driving privileges. See Attachment 2 for point system chart.

5.3. DD Form 1408: Security Forces Processing DD Form 1408, *Armed Forces Traffic Ticket*, rebuttals. Reference AFMAN 31-201V7, *Security Forces Administration and Reports*, paragraph 1.3., AF Form 1408 for rebuttal instructions. Commanders, or personnel on "G" series orders "Must sign any and all command action involving the AF Form 3545 and the DD Form 1408" in order to complete the notification and close out phase of the case.

5.3.1. If a member wishes to rebut a citation, log the DD Form 1408 into a local suspense tracking system and SFMIS.

5.3.2. If the violator requests to rebut the citation, 7 SFS/S5R clerks will obtain the answers to the following questions to give to the rebuttal authority:

5.3.2.1. Is the citation a suspendable offense?

5.3.2.1.1. If the rebuttal authority allows, does the offender wish to make a personal appearance or rather have a written rebuttal?

5.3.3. If the offender wishes to rebut the citation, then the unit commander or section commander will be forwarded the citation and all evidence for further action.

5.3.4. 7 SFS/S5R personnel will give the violator instructions on how to rebut the citation.

5.3.5. 7 SFS/S5R personnel will provide the violator a template for a written rebuttal. They will also inform the violator that their Commander must endorse DD Form 1408 for infractions the violator wishes to rebut.

5.3.6. If the violator does not notify 7 SFS/S5R within five duty days of request to rebut the citation, 7 SFS/S5R will complete the administrative process by writing on the back of the white copy, "did not rebut", and endorse the infractions on the DD Form 1408. However, 7SFS/S5R must still notify the violator's First Sergeant and Commander of the violation. If the violator is assigned to another installation, forward the citation to the assigned installation for action. It is the responsibility of the members' assigned installation to input the citation and complete the administrative action in SFMIS. Reference AFMAN 31-201V7, paragraph 1.2.1. for AF Form 1408 processing.

5.3.7. The unit commander must endorse the letter recommending ticket review.

5.3.8. Forward the letter to 7 SFS/S5R, who will forward the letter to 7 SFS/CC and the 7 MSG/CC for approval/disapproval.

6. Impounding Privately Owned Vehicles

6.1. A wrecker service will be called to tow and store impounded/abandoned vehicles.

6.2. At the direction of the 7 SFS/CC, SF will identify suspected abandoned motor vehicles. The 7 SFS Investigations Section (7 SFS/S2I) will coordinate and impound abandoned motor vehicles. 7 SFS/S2I will attempt to contact the owner via phone, email or other means prior to impoundment.

6.3. Abandoned vehicles are those vehicles left in the same place in excess of 30 consecutive days, or displaying expired registration or if the last registered owner has departed Dyess AFB. A vehicle placed in the base resale lot without proper registration through the Auto Hobby Shop or if such registration has expired is also considered abandoned. **Note:** 7 MSG/CC may designate a vehicle as abandoned and subject to towing in less than 30 days after all reasonable attempts to contact the owner have been made.

6.4. Vehicle(s) parked in the base Auto Hobby Shop parking lot awaiting repairs are exempt from abandoned vehicle procedures. The Auto Hobby Shop manager will maintain a current list of vehicles awaiting authorized repairs, and place a locally developed tag in the windshield of the vehicles with the initial date the vehicle was received and an estimated repair completion date.

6.5. After 60 days, if the owner has not responded, the vehicle (if valued over \$25) will be released to the Board of Officers for further disposition IAW Title 10 U.S.C., Sec. 2575 and DoDM4160.2 1, *Defense Reutilization and Marketing Manual*.

7. Operating/Safety Procedures

7.1. Stopping and inspecting personnel or vehicles: SF may stop and inspect vehicles on Dyess AFB based on the approval of the Military Magistrate.

7.2. Emergencies. Obey emergency signs/markings posted to halt/divert traffic flow.

7.3. Signal Approval. The Traffic Safety Advisory Committee must approve the posting modification or removal of traffic control signs or signals. 7 CES is the designated agency for erecting, repairing and removing traffic control devices. Exceptions are the placement of traffic control signs by Air Force Office of Special Investigation or Security Forces during emergencies, inclement weather and special events.

7.4. Safety Vest. Personnel performing traffic control must wear a brightly colored vest during daylight hours and a reflective vest or belt during hours of darkness. Exceptions are the installation entry control points when adequate lighting is available. Any person whose job requires work in traffic areas will wear a safety vest. This includes construction workers.

7.5. Speed Limits. Unless otherwise posted, the speed limit on Dyess AFB is 30 miles per hour, 20 miles per hour in the housing area and on gravel roads, 10 miles per hour in parking lots, and 5 miles per hour when passing troop formations and/or a collection of four or more runners. Drivers must be especially observant during periods of inclement weather, (i.e., snow or sleet); when the posted speed limits are subject to being temporarily lowered. **Note:** Volunteer firefighters are not allowed to exceed the posted speed limit or run code (lights and siren) on base when responding to an off-installation fire alarm.

7.6. U-turns. U-turns on Dyess AFB are prohibited except for emergency response vehicles while responding to an emergency or when operators are directed to make a U-turn. Emergency vehicles performing this maneuver will use emergency lights and ensure the turn can be made safely.

7.7. Passing. Vehicle passing or overtaking on base is prohibited when:

7.7.1. The passed vehicle is laden with explosives.

7.7.2. The passed unit is a marching troop formation, unless the person in charge directs passing.

7.7.3. The passed vehicle is a stopped school bus with flashing "STOP" lights on

7.7.4. In parking lots.

7.7.5. In the base housing area.

7.7.6. On curves, hills, or bridges.

7.7.7. Traffic signs or markings indicate.

7.8. Following. Following responding emergency vehicles closer than 500 feet is prohibited.

7.9. Parking Lots. When operating a motor vehicle in a parking lot, vehicles will not travel against the flow of traffic/parking slots.

7.10. Four-Wheel Carts. Four-wheel utility type carts (e.g., mules) are permissible for use on Dyess AFB. All Texas and Dyess AFB licensing and safety requirements per AFI 91-207, must be met prior to use as a road vehicle. Units requesting purchase of such carts must coordinate with 7 SFS Police Services (7 SFS/S5L), 7 LRS/LGRVO, and 7 BW/SEG.

7.11. Equipment. All motor vehicles must be equipped with original or like quality safety devices. These include bumpers, fenders, windshields, doors, safety belts, tires, windshield wipers, and restraint systems described in section 4.4. of this instruction, unless otherwise exempted or waived.

7.11.1. Vehicles will be denied entry to the installation for any of the following:

7.11.1.1. Factory installed lights missing or damaged beyond repair.

7.11.1.2. If any fender, door, or bumper is damaged and/or protruding outward menacing other vehicles in the traffic flow.

7.11.1.3. If bumpers are missing or damaged substantially beyond the manufacturer's original specifications. The use of items, such as push bars, which meet or exceed the level of protection provided by standard bumpers, is authorized.

7.11.1.4. If windshield is severely cracked, glazed, or restricting the operator's vision.

7.11.1.5. If exhaust system has been removed, altered, or damaged, or if the exhaust system is emitting an unreasonable amount of noise, fumes, or smoke.

7.11.1.6. If the vehicle has less than 6 inches of undercarriage clearance.

7.11.2. Vehicles entering the installation will be ticketed for the following offenses:

7.11.2.1. Texas state registration expired or without a valid/current state inspection sticker. Texas allows a 5-day grace period for renewing vehicle registration and state inspection.

7.11.2.2. Vehicles without a front license plate registered in a state requiring the display of both front and back plates.

7.12. Motorcycles and Mopeds: A motorcycle or moped is defined as any gas or electric-powered propelled vehicle with an engine 20cc or greater that can achieve speeds greater than 15 miles per hour and/or weighing more than 100 lbs. The following rules relate specifically to the operation of motorcycles and mopeds.

7.12.1. All active duty military and DOD civilian motorcycle riders stationed on Dyess AFB must first complete the motorcycle safety course prior to operating a motorcycle on Dyess AFB. Motorcycle riders may receive a 72-hour AF Form 75, *Vehicle Pass*, to travel to and from their motorcycle safety class. Upon completion of MSF course, motorcycle riders must take their certificate to 7 BW/SE office to receive a sticker. The sticker will be placed on their motorcycle so it is clearly visible from the front. Motorcycle drivers operating on base must have their motorcycle safety card or certificate of completion with them at all times. Spot checks will be performed by 7 SFS and the 7 BW/SEG. If motorcycle operators do not have the card or completion certificate on their person, SF will cite them using a DD Form 1408, *Armed Forces Traffic Ticket*.

7.12.2. Operators of mopeds and motorcycles must be licensed by the state and be at least 16 years of age. Qualified persons must be in possession of AF Form 483, *Certificate of Competency*, or a certificate of completion of the Motorcycle Safety Foundation Safety Course, whenever operating the vehicle.

7.12.3. When traveling in groups of two or more on base, motorcycles, motor scooters and/or mopeds will not operate abreast of each other unless they are in separate traffic lanes.

7.12.4. All operators/passengers of these vehicles will wear appropriate safety equipment at all times while operating/riding on the installation. Military personnel must also comply while riding off the installation. Reference AFI 91-207 for further guidance.

7.13. Utility Vehicles Passengers: Passengers are prohibited from riding in the rear of any open bed truck are not intended for passengers (both POVs and GOVs). Exceptions are:

7.13.1. Should military requirements dictate personnel ride in the bed/box of the vehicle, as a minimum, the following will be observed:

7.13.2. All cab positions with safety belts will be occupied before anyone is placed in the bed/box of the vehicle.

7.13.3. The vehicle operator will ensure all occupants are properly seated on the floor of the truck bed and restraints are used. Occupants cannot sit on fender wells or other elevated objects and must not lean against the tail gate. The vehicle operator is responsible for all aspects and safe conduct of vehicle operations.

7.13.4. Personnel are not permitted to ride in the bed of a truck that is carrying any type of load.

7.14. Passengers: Motor vehicle operators will not allow passengers to extend their body parts outside the interior of the vehicle while that vehicle is in motion.

7.14.1. Booster Seats: Children ages 8 and below riding in a vehicle must be seated in a booster seat.

7.14.2. Texas law requires that any child younger than 8 years of age be restrained in an approved child passenger safety seat unless the child is at least 4 feet, 9 inches in height.

7.15. License Plate Covers: Any type of cover which obscures any part of the license plate is prohibited.

7.16. Windshields: Motor vehicles, except motorcycles, mopeds and motorized scooters/skateboards will not be operated without a windshield.

7.17. Bicycles: In addition to the requirements outlined in this supplement, all bicycle operators will comply with the laws of Texas (Vehicle Laws, Article 6701 d, and sections 179 through 184).

7.17.1. The following are the only areas bicycles are allowed to operate on sidewalks: base housing, Linear Air Park and the sidewalk heading to/from base housing to 441 5th Street (Dyess Inn).

7.17.2. Bicycle operators will yield the right-of-way to pedestrians while on sidewalks.

7.17.3. Bicycle operators will not carry passengers unless the bicycle is specifically manufactured for that purpose or a safety approved child-carrying device/seat is permanently attached.

7.17.4. A certified/approved bicycle helmet is mandatory for all individuals while riding on a bicycle. Workers operating bicycles within designated hard-hat areas may use hard hats.

7.17.5. Military personnel in uniform operating bicycles in the time frame of 30 minutes before sunset to 30 minutes after sunrise will wear a reflective vest/belt/device so approaching motorists can readily see them. However, all bicycle operators are encouraged to wear reflective clothing during this time period. Headlights and reflectors will comply with Texas state laws.

7.17.6. Bicycles are authorized on the flight line, but are restricted to the ramp and hangar areas only. They will not be operated on the taxiways or runway. The rider must have a flight line competency card to ride any bicycle on the flight line. During the hours of darkness, the bicycles must have suitable lighting (front and back) and the rider must have reflective gear and safety equipment on while riding.

7.18. Skateboards, Roller Skates, Roller Blades, Scooters, Motorized Scooters, and Motorized Skateboards to include "Pocket Bikes".

7.18.1. Skateboards, roller skates/blades, scooters, motorized scooter/skateboards and other play vehicles may only be used in the housing area or the Linear Air Park, and must be used in a safe manner not interfering with pedestrians or vehicle traffic. These devices cannot be used during the hours of darkness or during other periods of poor visibility except in well-lighted areas away from roadways and vehicle traffic. A certified/approved bicycle helmet is mandatory for all individuals. Base parking lots may be used only during non-duty hours. Only skate boards and roller skates/blades are authorized in the skate board park. Safety equipment requirements are posted at the skate board park and all required equipment must be worn while using the skate board park.

7.18.2. Motorized skateboards/scooters are defined as a self-propelled device with at least two wheels in contact with the ground during operation, a braking system capable of stopping the device under typical operating conditions, a gas or electric motor not exceeding 40 cubic centimeters, a deck designed to allow a person to stand or sit while operating the device, and the ability to be propelled by human power alone.

7.19. Headphones: Wearing portable headphones or other listening devices while operating a motor vehicle, a motorized scooter/skateboard, jogging, walking, roller-skating or bicycling on or beside paved roads, streets, or parking lots is prohibited.

7.20. Joggers/Walkers: During periods of reduced visibility (fog, darkness, etc.), joggers/walkers crossing or running on or alongside of roadways must enhance their visibility by wearing reflective belts or clothing. Jogging or walking on the road surface of Arnold Blvd is strictly prohibited at any time.

7.21. Transporting Alcoholic Beverages: Open containers of alcoholic beverages are prohibited within the passenger compartment of any vehicle. An open container is defined as when the seal is broken after purchase.

7.22. Loud Noise/Music From Vehicles: Motor vehicles operated on Dyess AFB will not have music emitting from the vehicle above the conversational level. Above the conversational level is defined as a level of music volume that would be a safety hazard, could disrupt rest periods of shift workers, be a hindrance to emergency response teams, or a hindrance to force protection for responding agencies. Specifically, no loud music in base housing, dormitories, common areas and base establishments (i.e., commissary, base exchange, gas station, cleaners, Burger King, etc.). Do not play music considered prejudicial

to the good order and discipline of the armed forces (i.e., vulgar language, racially motivated, sexually explicit, or promoting violence) at a volume that can be heard outside the vehicle by the public.

7.23. Cellular Phones: POV and GOV operators on Dyess AFB will not text or use cell phones unless the vehicle is safely parked or unless they are using a blue tooth or other wireless hands-free device. Users will use an ear piece in one ear only. The wearing of any other portable headphones, earphones, or other listening devices while operating a motor vehicle is prohibited.

7.24. Vehicle Repossessions: Vehicle repossessions on Dyess AFB will be conducted during the normal business hours of 0730-1630, Monday through Friday. The agency repossessing the vehicle must proceed to the Visit Control Center (VCC). The VCC will call BDOC. BDOC will contact the individual's First Sergeant to coordinate the repossession of the vehicle. All parties will meet at the VCC to ensure proper documentation concerning the repossession. The owner of the vehicle will bring the repossessed vehicle to the VCC so that the repossessing agency can take control of the vehicle.

MICHAEL BOB STARR, Col, USAF
Commander, 7 BW

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFMAN 33-363, *Management of Records*, 1 March 2008

AFI 31-218_IP, *Motor Vehicle Traffic Supervision*, 22 May 2006

AFMAN 31-113, *Installation Perimeter Access Control (FOUO)*, 2 Feb 2015

AFI 91-207, *The U.S. Air Force Traffic Safety Program*, 12 Sep 2013

Prescribed Forms

IMT 847, *Recommendation for Change of Publication*

AF Form 75, *Visitor/Vehicle Pass*

AF Form 332, *Base Civil Engineer Work Request*

AF Form 483, *Certificate of Competency*

AF Form 1315, *Accident Report*

AF Form 1408, *Armed Forces Traffic Ticket*

AF Form 3545, *Incident Report*

Abbreviations and Acronyms

AFI—Air Force Instruction

AFPD—Air Force Police Directive

ATV—All Terrain Vehicle

BAC—Blood Alcohol Content

BDOC—Base Defense Operations Center

BrAC—Breath Alcohol Content

BW/CC—Bomb Wing Commander

BW/SEG—Bomb Wing Ground Safety Office

BW/SJA—Bomb Wing Staff Judge Advocate

CES—Civil Engineer Squadron

CES/WORB—Civil Engineer Squadron Work Order Review Board

DBIDS—Defense Biometric Identification System

DUI—Driving Under the Influence

DWI—Driving While Intoxicated

DoD—Department of Defense

FPCON—Force Protection Condition

GOV—Government Owned Vehicle

LRS/LGRVO—Logistic Readiness Squadron Transportation Vehicle Operations

MSG/CC—Mission Support Group Commander

MSG/CD—Deputy Mission Support Group Commander

OPR—Office of Primary Responsibility

PBT—Portable Breath Test

POV—Privately Owned Vehicle

RDS—Records Disposition Schedule

RAM—Random Anti-terrorist Measure

ROPS—Roll Over Protective Structure

SFMIS—Security Forces

SFS/CC—Security Forces Squadron Commander

SFS/S2I—Security Forces Investigations Section

SFST—Standardized Field Sobriety Test

TDY—Temporary Duty

VCC—Visitor Control Center

Attachment 2

TRAFFIC REFERENCE POINTS

CODE	VIOLATION	Points
M-01	Speeding 1-10 mph over	3
M-02	Speeding 11-15 mph over	4
M-03	Speeding 16-20 mph over	5
M-04	Speeding 20 + mph over	6
M-05	Speed Contest	6
M-06	Speed too slow for conditions-safety hazard	2
M-07	Speed too fast for conditions	2
M-08	Exhibition of speed	3
M-09	Failure to stop for regulatory sign/device	4
M-10	Failure to stop for school bus	4
M-11	Failure to stop for Security Forces Vehicle	4
M-12	Failure to yield for a regulatory sign/device	4
M-13	Failure to yield (no sign posted)	4
M-14	Failure to yield to an emergency vehicle	4
M-15	Failure to obey traffic instructions by SFS	4
M-16	Wrong way on a one way street	4
M-17	Other Traffic Sign/signal violations	4
M-18	Following too close	4
M-19	Improper passing	4
M-20	Improper turning	3
M-21	Improper Lane usage	4
M-22	Improper overtaking	3
M-23	Improper backing	3
M-24	Inattentive driving	3
M-25	Failure to use child restraints (Refer to note 1)	2
M-26	Failure to wear helmet or vest	3
M-27	Operating unsafe/defective vehicle	2
M-28	Breaking traction	3
M-29	Illegal U-turn	3
M-30	Reckless driving (Refer to note 2)	6
M-31	Fleeing the scene (hit & run): Property damage only	6
M-32	DWI	12
M-33	DWAI (Impaired)	6
M-34	DWAI (Owner knowingly permitted operation)	6
M-35	Accident (driver at fault)	1
M-36	Wearing headphones while driving	3
M-37	Use of radar detector	3
M-38	Using a cell phone without a hands free device	3
M-39	Not wearing a seatbelt, to include any occupants	2
M-50	Other moving violations	3

N-01	Parking in a non-designated area	0
N-02	Parking in a seeded area	0
N-03	Parking in a prohibited area	0
N-04	Parking in a reserved spot	0
N-05	Parking in a posted no parking area	0
N-06	Parking against the flow of traffic	0
N-07	Parked impeding the flow of traffic	0
N-08	Backed into a diagonal parking spot	0
N-09	Parked blocking driveway/roadway	0
N-10	Parked in a motorcycle spot	0
N-11	Parked on a painted line	0
N-12	Parked occupying more than one spot	0
N-13	Parked in a fire lane	0
N-14	Parked within 15 feet of a fire hydrant	0
N-15	Parked within 15 feet of a trash dumpster	0
N-17	Parked within 15 feet of a building	0
N-18	Parked in an alert/emergency vehicle spot/lane	0
N-19	Parked in a GOV spot	0
N-20	Parked within 30 feet of a stop/yield sign	0
N-21	Parking more than 12 inches from a curb	0
N-22	Parked on a railroad track	0
N-50	Other non-moving/parking violations	0
N-51	Expired/No State Registration	0
N-52	Expired/No-State Inspection	0
N-53	Expired/No Proof of Insurance	0*
N-55	Expired/No Driver's License	0*
N-57	No Front License Plate Displayed	0
N-58	Illegal Window Tinting (see Note 3 below)	2*
N-60	No Motorcycle Safety Course Card	0

* Must report to 7 SFS/S5R within 24 hours or next duty day

Note 1: Texas Law requires that any child younger than 8 years of age be restrained in an approved child passenger safety seat unless the child is at least 57 inches in height.

Note 2: For guidance on reckless driving, refer to UCMJ, Article 111 (7). Base Driving Suspension occurs if 12 points in one year & 18 points in 2 years. At 6 points, a letter will be sent to the member's commander.

Note 3: For Texas registered vehicles only: Texas Transportation Code requires one label for each vehicle to show compliance with state regulations. TXDPS requires the one label be attached to the rearmost, bottom corner of the driver's side window of the vehicle and must state at a minimum "Complies with TRC Chapter 547" or "Complies with TTC 547.613(b)". For more information, see Texas Administrative Code, Title 37, Part 1, and Rule 21.3.